

EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

DEPARTMENTS OF THE ARMY AND AIR FORCE
OFFICE OF THE ADJUTANT GENERAL
NORTH CAROLINA NATIONAL GUARD
HUMAN RESOURCES OFFICE
4105 REEDY CREEK ROAD
RALEIGH, NORTH CAROLINA 27607-6410

ANNOUNCEMENT #: ANG 53-2006

OPENING DATE: 27 October 2006
CLOSING DATE: 27 November 2006

ANTICIPATED FILL DATE: To be determined

POSITION TITLE AND NUMBER:

Telecommunications Specialist
80337000
771349 19879

UNIT/ACTIVITY AND DUTY LOCATION:

145 Communications Flight,
NCANG, Charlotte, NC

GRADE AND SALARY: (Includes Locality Pay of 12.72%)

TECH

EMPLOYMENT STATUS:

GS-0391-09 \$42,955- \$55,846 per year

Excepted Service

WHO CAN APPLY: The area of consideration for this position is NATIONWIDE. Applications will only be accepted from current Excepted employees of the North Carolina Air National Guard, current military members of the North Carolina Air National Guard and individuals who are eligible and willing to enlist in the North Carolina Air National Guard.

HOW TO APPLY: TECHNICIAN: Applicants interested in the technician position may apply by submitting an Optional Application for Federal Employment (Optional Form 612), resume or any other form of application. It is required that the Knowledge, Skills and Abilities (KSA) listed below be addressed and attached to the application.

NOTE: Information that must be provided when applying for a technician position is as follows:
announcement number; name; address; telephone number; social security number; date of birth;
citizenship; education; work experience; and other job-related qualifications.

Applications must be sent to: North Carolina National Guard, ATTN: OTAGNC-HRO, 4105 Reedy Creek Road, Raleigh, NC 27607-6410, to be received not later than the close of business on the above indicated closing date.

QUALIFICATION REQUIREMENT: TECHNICIAN: Must have 24 months experience which demonstrates the applicant has acquired the below listed KSA'S.

KNOWLEDGE, SKILLS & ABILITIES (KSA'S)

Below are listed the KSA's for this position. Each technician applicant must address each KSA individually in paragraph format by explaining any civilian and military work experience (with dates) that provided that KSA. These comments must be addressed in the order they appear below and attached to the application when applying for the position. Failure to include attachment of the KSA Statement will result in your application not being considered for employment. ASSISTANCE IN COMPLETING THE KSA STATEMENT MAY BE OBTAINED BY CALLING 919/664-6172.

1. Ability to establish procedures for effective and efficient use of information systems resources.
2. Knowledge of information systems policies, standards, program and project management procedures.
3. Ability to provide advice on the status and capabilities of information systems.
4. Ability to coordinate with various activities to insure timely availability of material, equipment, and support requirements.
5. Ability to schedule and coordinate the actions required to install, staff, and maintain customer support and information systems services.
6. Knowledge of required security accountability, records, and reports..

CONDITION OF EMPLOYMENT: Occupants of this position must maintain continuous military membership in the North Carolina Air National Guard (NCANG). NCANG status (military grade, DAFSC, military unit) and experience must be entered on the application. The recommended applicant will not be approved for appointment until they occupy a compatible AFSC in the NCANG shown under Military Assignment on the reverse side of this announcement. The applicant selected for this position will be required to participate in the Direct Deposit/Electronic Fund Transfer Program. The recommended applicant will not be approved for promotion/appointment until the appropriate physical examination is completed.

MILITARY ASSIGNMENT: Assignment in a compatible Enlisted position in the NCANG is mandatory. AFSC: 3CXXX.

EVALUATION FACTORS USED: Personal interviews, review of application and the KSA Statement.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

Coordinates actions for plans involving information technology services and resources to include equipment, infrastructure, and personnel. Accomplishes the coordination with organizations such as Logistics, Civil Engineering, Systems Telecommunications Engineering Manager at the ANG base level (STEM-B), Higher Headquarters, DOD Gateway Installations, and State agencies. Reviews personnel readiness folders and gathers information used for Status of Resources, Training, Systems (SORTS) reports. Participates in the planning, development, management, and enforcement of approved ANG and local IT architecture. Documents architecture such as base IT strategic plan, blueprint, communications systems installation records, and cable plant records. Provides technical advice for military construction projects, base master plan, and base IT working groups to assure software and hardware integration are accomplished in compliance with IT architecture standards. Assists in the implementation of local information technology policy such as implementing base regulations, supplements, and customer guidance documents involving information technology. Accomplishes a wide range of duties in the process to fulfill IT requirements for all supported organizations and customers. This involves researching, costing, tracking, coordinating, recommending, and implementing the best technical solution consistent with approved architecture and standards. Maintains current status of requirements using automated tracking system. Acquires IT equipment & services. Uses a wide range of methods for acquisition such as commercial contracts, government procuring activities, IMPAC cards, and other servicing communications agencies. Initiates contract request. Determines appropriate billing sources. Provides technical expertise in defining IT contract parameters. Interacts with vendors, monitors contract performance and resolves simple problems. Participates in centralized IT and Communications Division resource management. Assists in preparation of yearly budget, phasing, and execution for all funds commodities assigned to Communications Division. Performs day to day duties in the accountability process for IT equipment and services. This involves a wide range of duties such as life cycle assessment, inventory control, training IT equipment custodians, and call accounting. Accomplishes duties in accordance with regulatory, legal, and established directives. Participates in the management of IT projects for customers. This involves defining resources necessary to fulfill requirement, coordinating allied support, acquiring or assuring project materials are available and accomplishing project documentation, tracking project time lines and suspenses. Verifies and prepares the billing certification for local, long distance, and dedicated telecommunications services. Administers long distance credit card program. Prepares request for service, telecommunications service requests, service action messages, and completion reports. Accomplishes annual communications service agreements. Implements plans for deployment of military communications equipment, staff, logistical support, and movement of tactical telecommunications systems for Air National Guard military units. Performs other duties as assigned.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted to your unit/activity bulletin board.

ADDITIONAL INSTRUCTIONS:

1. Applicants are requested to identify, on a separate sheet of paper, their race and national origin from one of the following categories: Male or female; American Indian or Alaskan native; Asian or Pacific Islander; Black, not of Hispanic origin; Hispanic; white, not of Hispanic origin. Submission of this information is voluntary and will be used in support of the NCNG Equal Employment and Affirmative Action Programs.
2. An initial, and periodic medical examination may be required for jobs located in working areas which have a high exposure risk to conditions which may result in occupational illness or injury.
3. Participants in the Selected Reserve Incentive Program will be administered as prescribed by NGB Pamphlet 600-15.
4. A permanent change of station (PCS) will not be authorized for the individual selected for this position unless agreed upon in advance by HRO and a PCS order is prepared prior to effective date.
5. Males born on or after 1 January 1960 must be registered with the Selective Service in order to be considered for federal employment.
6. Individual selected as a trainee may be noncompetitively promoted to the next grade level upon completion of the time in grade requirement and the required training.

DISTRIBUTION:

A, B-3, C-3, G-25, H-3, J-3, K-3, M, N-12, P-9, Q, W-2, Y-2, R: HRO-20, AGAV-1, AGCS-3, DCSANG-1, DCSLOG/G4-4, DCSOI-3, DCSPER-3, FMCB-2, IG-1, SCSM-1, SRAA12, VCSOP-1

